DDS&T# 3506-67

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$ADM-10.6$

30 August 1967

MEMORANDUM FOR: [   ] Directorate of Science   25X1A
                             and Technology

SUBJECT   : Program Call FY 70-74

1. The following rough comments are in response to your request for a quick review of the O/PPB draft of FY 70-74 Program Call.

2. A minor point, but... the covering memo could be improved. The tone seems unnecessarily bureaucratic. Examples: "to assure an acceptable compliance", "details the resources believed to be necessary." Also, the subject and first sentence indicate some confusion in Program Call identification.

3. It is to be hoped that definitions for and consistent usage of such words and phrases as "programs," "objectives," "elements," "program packages," "goals," "projects," "target area," "target category," "target function" in the program call and instructions will prevent some of the confusion which has prevailed in the past.

4. There seems to be an uncovered period between Part I (1 July 1966 to 31 December 1967) and Part II (1 July 1969 to 31 June 1974). Are these the correct dates which apply to these two parts? The correct periods of coverage should be included in paragraph titles for A and B.

5. (Reference to Para IID) Part IV: Target Area Distribution and Analysis - All OCS activity should be reported in the Program Sub-category, "Central ADP Services" and in the Target Area, "Undistributed." category of Target Area.

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GROUP 1
Excluded from automatic
downgrading and
declassification

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6. Last year we reported on each project. The hierarchy was:

      Program Category :

        Sub-Category   :

           Element   :

             Project:

I think it would be very helpful if some sort of form could be developed for reporting each of the requested items in Part II by project, a separate form to be used for each project. (Form 2500, Cost Reduction and Management Improvement, is an example of the kind of form I am suggesting.)

7. I am also attaching a copy of the original draft with notations which I made during the first reading--this may be a useful indicator of places where wording or instructions caused a question in my mind.

25X1A

/s/

Executive Assistant, OCS

Attachment: a/s

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